

Final Partnership Agreement Notification

Date: [Insert Date]

To: [Partner's Name]
[Partner's Address]
[City, State, ZIP Code]

Dear [Partner's Name],

We are pleased to inform you that the final Partnership Agreement has been completed and is now ready for execution. This agreement formalizes the terms and conditions of our partnership and outlines the roles and responsibilities of each party.

Please review the attached agreement at your earliest convenience. If you agree to the terms, please sign and return a copy to us by [insert return deadline]. Should you have any questions or require further clarification, do not hesitate to contact us.

We look forward to a fruitful partnership.

Sincerely,
[Your Name]
[Your Position]
[Your Company Name]
[Your Company Address]
[City, State, ZIP Code]
[Your Email Address]
[Your Phone Number]